

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

January 12, 2012

Minutes

(Subject to Board of Director's approval)

At the request of the Board, **Bob Bartlein**, called the meeting to order at 6:39 pm. The meeting was held following the 2012 Grove HOA Annual Meeting at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

In attendance:

Joe de la Mora (Board member elect),
Christine Hall,
Greg Honnold (Board member elect),
Craig Nicholson,
Lisa Welch,
Nathan Walter,
John Morneault,
Bill Bold (Scribe),
Bob Bartlein & James Nguyen (Bartlein and Company, Inc.)

Election of 2012 Board Officers (unofficial until after the adjourned meeting):

President: Craig Nicholson
Vice-president: Lisa Welch
Secretary: Greg Honnold
Treasurer: Christine Hall
Member-at-Large: Joe de la Mora

Meeting Minutes: The **December Board Meeting minutes** (12/12/11) were **approved** as presented.

Treasurer's Report: Board unanimously voted to skip as it was just reported at the Annual Meeting a few minutes earlier.

Old Business

The Board addressed:

- **Exercise Room sign:** the Board discussed age restriction for users, agreed on posting (Ex. Rm. users) "under 14 should be accompanied by an adult."
- **Waterproofing foundation improvements:** James N. presented a project status summary (Bldgs 7634 and 7602 completed).
- **"Common area" repair policy:** tabled.
- **Pool fence:** tabled.
- **Pagoda lights:** tabled.

- **104 parking space asphalt lifting:** Bid (Enviroscaping) for tree removal, treating tree roots and replacing sidewalk section (\$750) **Approved.**

No other Old Business

New Business

Items addressed:

- **7632 roof replacement:** the Board ratified previously agreed replacement (Home Roofing).
- **Exercise Room:** coordinator, Lisa W., reported room status and presented quarterly maintenance quote (Mark's Fitness) for \$125/quarter; Board **approved** semi-annual maintenance.
- **Statement of Information Regarding Bartlein & Co., Inc.:** James N. presented the required statement to the Board.
- **Items for Feb. Board meeting:** acceptance of Nathan Walter's resignation from Board; ratification of actions from 2012 annual meeting, rodents, railroad tracks.

No other New Business

The meeting was **adjourned** at 7:03PM

The next Board meeting (Adjourned Meeting) is scheduled for **Thursday, February 9, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.**

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

January 12, 2012

Minutes

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Greg Honnold (Board member elect),
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Lisa Welch,
Nathan Walter,
John Morneault,
Bill Bold (Scribe),
Bob Bartlein & James Nguyen (Bartlein and Company, Inc.)

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President: Craig Nicholson
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Secretary: Greg Honnold
Treasurer: Christine Hall
Member-at-Large: Joe de la Mora

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Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Adjourned Annual Meeting February 9, 2012 Minutes

(Subject to Homeowner's approval)

Board Designated President, Craig Nicholson, called the meeting to order at 6:06 pm. The meeting was held in the Meeting Room at the Grove, 7610 Hollister Ave., Goleta.

Also in attendance

Greg Honnold
Craig Nicholson,
Joe Mora,
John Morneault, outgoing board member
Nathan Walter, outgoing board member
Absent Board Members were Christine Hall and Lisa Welch;
Bill Bold (Scribe) and
James Nguyen (Bartlein and Company., Inc.)
Mary Mason (owner of #338)

Roll Call

A total of 62 units were represented in person or by proxy constituting a quorum.

Proof of Notice

All owners of record were sent Notice of Meeting on January 31, 2012.

Old Business

The Board, with its proxies, ratified the actions taken at the Jan. 12, 2012 Annual meeting.

Adjournment

The meeting was adjourned at around 6:10PM.

Eucalyptus Grove Homeowners Association

Board Meeting

February 9, 2012

Minutes

(Subject to Board of Director's approval)

President, Craig Nicholson called the meeting to order at around 6:10 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Also in attendance:

Greg Honnold

Craig Nicholson,

Joe Mora,

Board Members Absent were Christine Hall and Lisa Welch

Ms. Mary Mason (unit owner of #338),

Bill Bold (Scribe) and

James Nguyen (Bartlein and Company, Inc.)

Ms. Mason (unit 338) discussed the Owner-occupancy restrictions in the **by-laws** and addressing a neighbor's **smoking** in exclusive use area.

Meeting Minutes: The **January Board Meeting minutes** (1/12/12) were reviewed and **approved** as presented.

Treasurer's Report:

	January '12	YTD
Total Income	\$61,665.00	\$61,665.00
Operating Expenses	33,192.60	33,192.60
Reserve Expenditures	56,474.63	56,474.63
Total Expenditures	89,667.23	89,667.23
Transfer to Reserve	(2,000.00)	(2,000.00)
Transfer from Reserve	30,000.00	30,000.00
Total in Savings	\$1,365,946.91	
Total Assets	\$1,434,349.31	

James N. reported Operating Expenses are approximately 0.5% below budget; major expenses in January included foundation/waterproofing improvements to two buildings (\$27,104 total) and one roof replacement (\$29,371).

The January Treasurer's Report was unanimously **accepted** as presented.

Landscaping: Joe M. discussed a tree work proposal from Crane's Tree (tree removal, trimming and new planting) with the Board; James N. will seek a competing bid. Greg H.

will follow up on the issue of tree debris accumulation along the railroad track fence.

Old Business

Items addressed:

- **Exercise Room:** Brief discussion on equipment status.
- **Repairs:** James N. reported no dry rot site repairs currently in work.
- **Foundation/waterproofing improvements:** James N. reported status of project by Carter Constr.
- **Common area repair policy:** Craig N. gave a background summary of the issue to the new Board Members
- **Pool fence:** Tabled.
- **Pagoda lights:** Brief discussion; Greg H. to follow up with new light design options.

No other Old Business

New Business

Items addressed:

- **Sauna door:** Tabled
- **Communication/efficient meetings:** Tabled.
- **Recording liens:** the Board unanimously approved recording a lien on the owner of unit 209 for delinquent association dues.
- **Agenda items for March meeting:** Exercise room equipment/floor cleaning, supplies/equipment for meeting room (Greg).

No other New Business

(At this time, the Board adjourned to **Executive Session**)

The meeting was **adjourned** at 7:24.

The next Board meeting is scheduled for **Thursday, March 8, 2012, 6:00 pm, at the Grove Meeting Room, 7610 Hollister Ave., Goleta, CA.**

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

March 8, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:05 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

In attendance:

Christine Hall, Treasurer
Greg Honnold, Secretary
Joe Mora, At Large
Craig Nicholson, President
Lisa Welch, Vice-President
Ruth Gross (Grove Pool Manager),
Ms. Lenard (representing the owner of unit 335),
Bill Bold (Scribe),
James Nguyen (Bartlein & Company, Inc.)

Ms. Lenard, representing her daughter, K. Schmidt, owner of unit 335, addressed the Board on the subject of a recent **gas leak** in the area of the gas meters at building 7628. A brief discussion ensued, regarding Owner/Association responsibility for gas line replacement. The Board requested the unit owner (K. Schmidt) contact the Board in writing on the issue. No action taken.

Meeting Minutes: The **February Board Meeting minutes** (2/09/12) were **approved** as presented.

Treasurer's Report:

	February 2012	YTD
Total Income	\$70,741.75	\$132,406.75
Operating Expenses	26,605.87	59,798.47
Reserve Expenditures	33,313.44	89,788.07
Total Expenditures	59,919.31	149,586.54
Transfer to Reserve	(10,588.21)	(12,588.21)
Transfer from Reserve	399.00	30,399.00
Total in Savings	\$1,376,576.46	
Total Assets	\$1,440,511.66	

James N. reported Operating Expenses are approximately 2.5% below budget. The February Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) presented two **tree trimming** and cleanup proposals (\$11,100 and \$6,675) to the Board. The Board requested James N. secure a third bid for the

proposed work.

Ruth G. reported on the general status of the **pool facilities** and discussed non-association members using the pool and the acquisition of new pool furniture, with the Board.

Old Business

The Board addressed:

- **Exercise Room:** the Board discussed repairing/removing elliptical and emergency door opening.
- **Dry rot repair:** Sea View Constr. is repairing the balcony of unit 352 (bldg. 7634).
- **Waterproofing improvements:** six buildings completed, work still in progress on four remaining buildings; several tub/shower drain leaks observed, owners notified.
- **“Common area” repair policy:** brief discussion; Craig N. presented draft for Board review; tabled.
- **Pool fence:** brief discussion concerning city and Health Dept approval process and style of fence; Ruth G. will research style options.
- **Pagoda lights:** brief discussion; Board **approved** installing one new style (from “Charlie the Electrician”) for review.
- **Sauna:** brief discussion on interior panel scorch marks, interior temperature; Lisa W. to research Health Code requirements for door and heater.

New Business

Items addressed:

- **Meeting Rm. supplies:** brief discussion (Greg H.); Board **approved** purchase of document storage boxes and cork bulletin board.
- **Car was area:** Christine H. reported she installed a new hose for the facility
- **Communication/efficient Bd. Meetings:** brief discussion concerning limiting email communication between Bd. Members, Bd. Meeting etiquette/procedure.
- **Exterior painting:** brief discussion; bids will range \$250k - \$300k.
- **Gas leak 7628 at individual unit pipes:** unit owner is responsible to repair.
- **Recording liens:** Board **approved** filing liens unit 126 and unit 362.
- **Foreclosure:** Board **approved** initiating foreclosure on unit 209 for delinquent Association fees.

(At this time, the Board adjourned to **Executive Session**)

The meeting was **adjourned** at 8:34pm.

The next Board meeting (Annual Meeting) is scheduled for **Thursday, April 12, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.**

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

April 12, 2012

Minutes

(Subject to Board of Director's Approval)

Board President, Craig Nicholson, called the meeting to order at 6:04 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

In attendance:

Christine Hall,
Greg Honnold,
Joe Mora,
Craig Nicholson,
Lisa Welch,
Ruth Gross (Grove Pool Monitor),
Bill Bold (Scribe),
James Nguyen (Bartlein & Company., Inc.)

Ms. Welch (unit 356), addressed the Board on the subject of excessive **debris** left following rain **gutter cleaning**. James N. will contact the cleaning crew, requesting debris to be cleaned.

Meeting Minutes: The **March Board Meeting minutes** (3/08/12) were **approved** as presented.

Treasurer's Report:

	March '12	YTD
Total Income	\$72,305.39	\$204,712.14
Operating Expenses	25,488.00	85,286.47
Reserve Expenditures	27,104.00	116,892.07
Total Expenditures	52,592.00	202,178.54
Transfer to Reserve	(19,713.39)	(32,301.60)
Transfer from Reserve	0	30,399.00
Total in Savings	\$1,396,713.89	
Total Assets	\$1,459,920.65	

James N. reported Operating Expenses are approximately 4.5% below budget. The March Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) presented a third **tree trimming** and cleanup proposal (\$12,900 from Petersons Tree) to the Board; Board **approved** bid fro Action Tree Service to trim 21 Tipujuanas & 5 Melalucas at Phase II & 2 Melalucas by the pool; reported creek restoration project completed; reported melaleucas and tipuanas trimmed.

Old Business

The Board addressed:

- **Exercise Room:** the Board discussed the status of and possible replacement of exercise equipment; Lisa W. to seek bids for floor cleaning.
- **Cleaning service:** the Board discussed concerns on need for more complete cleaning in certain areas of the development.
- **Waterproofing improvements:** James N. reported building 7628 currently in work, buildings 7620, 7626 and 7636 next on list.
- **“Common area” repair policy:** the Board briefly discussed issue, will vote on draft in next meeting.
- **Pool fence:** the Board discussed options with Pool Monitor (Ruth G.); **approved** purchase of 2 new chairs and 4 lounges for pool.
- **Pagoda lights:** the Board discussed status of a new light installation, to be completed by Charlie the Electrician.
- **Sauna:** the Board discussed bid for new door and heater, as provided by Lisa W.; Board **approved** \$3,000 added to budget for these sauna replacements/improvements.

No other Old Business

New Business

Items addressed:

- **Exterior painting:** the Board discussed the current (4) bids; Joe M. and Craig N. to meet with 2 “finalist” bidders to interview and discuss project.
- **Pool security/patrol:** the Board discussed bids for “drive-by” and “posted” security services, no action taken, at this time.
- **Roof replacement schedule:** the Board **approved** scheduling roof replacements for buildings 7620 (\$28,890) and 7640 (\$20,590) in 2012 by Home Roofing.
- **Items for May Board meeting:** Additional supplies and furnishings (shelves & racks) needed for Meeting Room office.

No other New Business

The meeting was **adjourned** at 7:57.

The next Board meeting (Annual Meeting) is scheduled for **Thursday, May 10, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.**

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

May 10, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:04 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

In attendance:

Christine Hall,
Greg Honnold,
Joe Mora,
Craig Nicholson,
(Board Members Greg Honnold and Lisa Welch, absent),
Mr. Hughes (unit 236),
Ms. Lenard (representing the owner of unit 335),
Mr. Rauch (unit 351),
Bill Bold (Scribe),
James Nguyen (Bartlein & Company., Inc.)

Mr. Hughes (owner, unit 236) and Ms. Lenard (representing her daughter, K. Schmidt, owner of unit 335) addressed the Board on the subject of a recent **gas leak** from their individual gas lines by the gas meters at building 7628. Both requested the Association pay for the repairs. A brief discussion ensued, regarding Owner/Association responsibility for gas line replacement, Board's policy statement on Common area repairs; Newsletter item will recommend owners work with other owners, in their building, to repair all gas lines at one time, saving costs; Board declined their requests for reimbursement.

Meeting Minutes: The **April Board Meeting minutes** (4/12/12) were **approved** as presented.

Treasurer's Report:

	April '12	YTD
Total Income	\$73,957.00	\$278,669.14
Operating Expenses	22,844.34	108,130.81
Reserve Expenditures	0	116,892.07
Total Expenditures	22,844.34	225,022.88
Transfer to Reserve	(51,112.66)	(83,414.26)
Transfer from Reserve	0	30,399.00
Total in Savings	\$1,448,219.38	
Total Assets	\$1,503,805.19	

James N. reported Operating Expenses are approximately 7% below budget. The April Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported eucalyptus tree removal and pruning, Action Tree Service trimming completed.

Old Business

The Board addressed:

- **Dry rot repair:** James N. reported on the repairs to units 125/252/352; repairs to units 360/361 scheduled.
- **Waterproofing improvements:** James N. reported building 7620 currently in work, buildings 7626 and 7636 next on list and that will complete the project.
- **“Common area” repair policy:** the Board briefly discussed the issue and **approved** the clarification/interpretation of the existing policy; will inform homeowners.
- **Pool fence:** the Board discussed fence style options and requested James N. secure a bid for a “shepherd’s hook” fence.
- **Pagoda lights:** the Board discussed new light “sample” installation, and clarified “tall”, as opposed to “low” pagoda lights and the “tall” lights requiring repair for stability.
- **Sauna:** the Board briefly the status of the sauna door and heater.
- **Parked vehicle towing:** Board discussed specific vehicles on the tow list, **approved** towing a “tagged” red Miata.

No other Old Business

New Business

Items addressed:

- **Exterior painting:** the Board discussed the current (4) bids; **approved** the bid from Affordable Painting (\$240,240), including full prime prep.
- **Liens:** Board **approved** filing a lien on unit 353 for outstanding association dues.
- **Pool security/patrol:** the Board discussed security services, no action taken, at this time.
- **Roof replacement schedule:** James N. reported 7640 re-roof completed, 7620 re-roofing scheduled (Home Roofing, contractor).

No other New Business

At this time, the Board went to Executive Session.

The meeting was **adjourned** at 8:13.

The next Board meeting is scheduled for **Thursday, June 14, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.**

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

June 14, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Christine Hall, Joe Mora, Craig Nicholson, Lisa Welch (via conference call). Also Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Owners in attendance: Mr. and Mrs. Lafranchi (unit 213), Mr. Rauch (unit 351).

Others in attendance: Mark Sauter (Carter Construction)

The Board received written notice (5/16/12) of Greg Honnold's resignation from the Board. The Board accepted the resignation, effective immediately and briefly discussed filling the vacant seat. A notice of vacancy will be posted in the next newsletter.

Mark Sauter, of Carter Construction reported the foundation and water-proofing improvements at the Grove have completed; noted some insulation beneath a few unit's floors is missing; also noted signs of unwanted animal infestation, under some buildings. The Board will seek methods of eliminating the infestation problem.

Meeting Minutes: The **May Board Meeting minutes** (5/10/12) were **approved** as presented.

Treasurer's Report:

	May '12	YTD
Total Income	\$70,938.57	\$349,607.71
Operating Expenses	24,577.67	132,708.48
Reserve Expenditures	72,007.44	188,899.51
Total Expenditures	96,585.11	321,607.99
Transfer to Reserve	0	(83,414.26)
Transfer from Reserve	25,000.00	55,399.00
Total in Savings	\$1,423,635.29	
Total Assets	\$1,476,308.42	

James N. reported Operating Expenses are approximately 10% below budget; also noted the reserve expenditures included the balance of the foundation/waterproofing work, two building's re-roofs, tree work, and siding related work.

The May Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine landscape maintenance, and lerp psyllid treatments appear to be helping the eucalyptus trees.

Old Business

The Board addressed:

- **Cleaning service:** Board discussed cleaning related issues; discussed proper disposal of pet “clean-up” bags by owners at the Grove.
- **Dry rot repairs:** James N. reported the repair site at units 360/361 will be addressed at the time of the upcoming exterior painting project.
- **Pool fence:** tabled.
- **Pagoda lights:** the Board discussed the “tall” pagoda lights requiring repair for stability and issues involving the small pagoda lights upgrade.
- **Sauna:** the Board briefly discussed the status of the sauna door and heater replacement and sauna venting.
- **Exterior painting:** James N. reported Affordable Painting bid price (\$240,240) for the project; Sea View at work making small pre-painting repairs; Board discussed and **approved** modification (removal of outer fascias and add end caps) to the carport fascia to help prevent dry rot.
-

No other Old Business

New Business

Items addressed:

- **Walkway repair:** the Board discussed strategy and agreed to a survey for areas requiring repair.
- **Utility room enclosure walls:** Board discussed need to repair, **approved** finishing “unfinished” side of one enclosure wall as a sample.
- **Roof replacement schedule:** James N. reported 7620 roof repair completed; Board approved \$2,000.00 for re-roofing pool shower/pump house and columns along the perimeter fence.
- **Parked vehicle towing:** Board discussed and **approved** towing (in early July) an Indiana licensed Camry with expired registration currently in the Phase III unassigned parking.
- **Water leak:** James N. reported a water leak from units 351/352 to units 251/252, source of leak – “common” or “individual line” – has not yet been determined.

No other New Business

At this time, the Board went to Executive Session.

The meeting was **adjourned** at 8:01PM.

The next Board meeting is scheduled for Thursday, July 12, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

July 12, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:05 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Christine Hall, Joe Mora, Craig Nicholson, Lisa Welch (via Skype). Also in attendance: Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Owners in attendance: Mr. Ashby (unit 114), Mr. Escobedo (unit 217), Mr. and Mrs. Lafranchi (unit 213), and Ms. McNulty and Ms. Bruemmer (unit 270).

Mr. and Mrs. Lafranchi requested the Board approve the installation of a three-part **privacy lattice / screen** with gate at the patio of their unit. Proposal included enclosing part of the landscape beyond their patio slab. Board discussed the details of the proposed lattice/screen with the owners. Board members were concerned with the suggested location of the lattice/screen as it would enclose part of the Common area, which Board does not have authority to give. Item tabled.

Ms. McNulty and Ms. Bruemmer requested the Board approve **replacement** of three **windows** in their unit. Board approved.

Mr. Ashby discussed with the Board strategies for unit **gas line replacement** and landscaping **water usage** and scheduling.

Meeting Minutes: The **June Board Meeting minutes** (6/14/12) were **approved**.

Treasurer's Report:

	June '12	YTD
Total Income	\$69,422.88	\$419,030.59
Operating Expenses	24,778.13	157,486.61
Reserve Expenditures	60,134.54	249,034.05
Total Expenditures	84,912.67	406,520.66
Transfer to Reserve	8,863.67	92,277.93
Transfer from Reserve	25,000.00	80,399.00
Total in Savings	\$1,407,860.01	
Total Assets	\$1,459,716.55	

James N. reported Operating Expenses are approximately 12+% below budget. The June Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine landscape maintenance. He also recommended replacing the **back-flow device** at building 7606; Joe will submit a proposal tomorrow. James to get 2nd bid and authorized to go with the lower bid. Board approved.

Old Business

The Board addressed:

- **Exercise Room:** Board discussed limiting **usage by owners** to one half hour on any one piece of equipment or monopolizing floor space during peak hours; An article will be included in the Newsletter.
- **Cleaning service:** Board discussed issues of current vendor service and requested James N. to seek bids from possible new vendor once the list of **cleaning responsibilities** have been assembled.
- **Dry rot repairs:** Sea View Construction is currently **prepping exterior** for paint.
- **Pool fence:** brief discussion; Joe M. and Chris H. appointed as **Pool Fence Committee** to finalize design and discuss with fence bidders.
- **Pagoda lights:** the Board discussed the “tall” pagoda lights requiring repair for stability and approved repairing 5 tall lights at buildings 7610, 7632 and 7634 by Mershon Electric.
- **Sauna Rm. door:** tabled.
- **Exterior painting:** James N. reported Affordable Painting will start project in late September 2012; priming, painting and repair of **utility area enclosures** discussed; “free-standing” enclosure walls will not be finished (have siding) on “inner” side but only will be primed and painted.
- **Walkway repair:** Joe M. will mark walkway potential **trip hazards** for repair.
- **Vehicle towing:** Board confirmed **vehicles targeted** (those with expired registration stickers) for towing early next month.

No other Old Business

New Business

Items addressed:

- **Board member candidates:** the two candidates for the open Board seat, Jaime Escobedo and Brendan Lafranchi introduced themselves to the Board; Board will discuss and make selection in Executive Session.
- **Under-floor insulation:** Board discussed and approved replacement of **missing insulation** under ground-floor units as suggested by Carter Constr.; work to be done on a time & material basis. Board approved contracting an rodent **exterminator** for all buildings, for approx. 3 months.
- **Pool area lights:** Board approved the installation of a programmable timer for pool area lights.
- **Recording liens:** Board approved lien filing on units 252, 264 and 362 for delinquent association dues.

No other New Business

At this time, the Board went to Executive Session.

The meeting was **adjourned** at 8:37PM.

The next Board meeting is scheduled for Thursday, August 9, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

August 9, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:04 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Jaime Escobedo, Christine Hall, Joe Mora, Craig Nicholson, Lisa Welch (via Skype). Also in attendance: Robert (from Affordable Painting), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Owners in attendance: Mr. and Mrs. Lafranchi (unit 213).

Robert from Affordable Painting, reported the prospective schedule for the exterior painting, with a "last week of September" for start date; will distribute notices; will begin with Bldg 7610; equipment storage was also mentioned.

Meeting Minutes: The **July Board Meeting minutes** (7/12/12) were **approved** as presented.

Treasurer's Report:

	July '12	YTD
Total Income	\$68,602.58	\$487,633.17
Operating Expenses	28,395.02	185,881.63
Reserve Expenditures	15,766.99	264,801.04
Total Expenditures	44,162.01	450,682.67
Transfer to Reserve	24,440.57	(116,718.50)
Transfer from Reserve	0	80,399.00
Total in Savings	\$1,432,671.09	
Total Assets	\$1,482,439.21	

James N. reported Operating Expenses are approximately 14% below budget; also noted the reserve expenditures were due to siding repair work, in preparation for the exterior painting. The July Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine landscape maintenance, back-flow device replaced, carport roofs cleaned in preparation of the exterior painting, and noted a "sink hole" near unit 251 was rectified.

Old Business

The Board addressed:

- **Exercise Room floor maintenance:** The Board approved vacuuming the floor twice a week, temporarily, and to stop wet mopping.
- **Cleaning service:** Joe M. and Chris H., committee, will draft a scope of work for

bids.

- **Dry rot repairs:** James N. reported that unit 332 exterior staircase needs to be replaced; dry rot repair is needed at unit 328 patio deck. The Board **approved** both repairs.
- **Pool fence:** Joe M. and Chris H., committee, discussed fence design and height.
- **Pagoda lights:** James N. reported that five lights have been reinforced with new concrete bases for about \$1K; Joe M. will survey the property for damaged lights and will notify James N; Board approved repairing 15 more, at this time.
- **Sauna heater:** tabled
- **Walkway repair:** tabled
- **Privacy screen (unit 213):** Board did not approve proposed lattice fence that would extend beyond the patio slab and into the common area.
- **Pool roof repair:** James N. reported Home Roofing bids for re-roofing the Pool pump room (\$2,990) and the perimeter fence columns (\$2,450), Board **approved** both.

No other Old Business

New Business

Items addressed:

- **Board officer selection:** the Board elected Jaime Escobedo as Board Secretary.
- **Patio/Balcony storage:** the Board discussed with regards to painting; James N. to draft a letter that can be sent to owners and residents, as needed.
- **Parking: Abandoned vehicles:** Board discussed policy and agreed to formulate a procedure for notification (prior to towing).
- **Foundation:** Photos by Carter Construction re foundation improvements were given to Board.

No other New Business

At this time, the Board went to Executive Session.

The meeting was **adjourned** at 8:11PM.

The next Board meeting is scheduled for Thursday, September 13, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

September 13, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:03 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Jaime Escobedo, Christine Hall, Joe Mora, Craig Nicholson, (Board Member Lisa Welch absent). Also in attendance: Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Owners in attendance: Mr. Lafranchi (unit 213), Ms. Mullin (unit 259) and Mr. Schon (unit 356).

Ms. Mullin (259) discussed the (owner-installed) **privacy screen** on her porch that must be removed prior to the exterior painting. The Board noted the screen is not of the approved design and a request to install an approved screen must be submitted.

Mr. Schon (356) discussed a **replacement front door** for unit 356; Board approved a door with no more than 12 vertical inches of glass (frosted or clear) at the top of the door.

Mr. Lafranchi (213) discussed clothes **dryer disposal** and schedule for **power-washing** building's exterior.

Meeting Minutes: The **August Board Meeting minutes** (8/9/12) were **approved** as presented.

Treasurer's Report:

	August '12	YTD
Total Income	\$75,584.15	\$563,217.32
Operating Expenses	41,263.13	227,144.76
Reserve Expenditures	1,547.15	266,348.19
Total Expenditures	42,810.28	493,492.95
Transfer to Reserve	(32,773.87)	(149,492.37)
Transfer from Reserve	0	80,399.00
Total in Savings	\$1,465,804.41	
Total Assets	\$1,495,968.97	

James N. reported Operating Expenses are approximately 12% below budget; also noted the Reserve expenditures were applied to siding repair work, preparation for the exterior painting. The August Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, front gate map repair, water leak at building 7624, people possibly living in car in Phase III lot, pagoda light repair survey and dog waste not being picked up by unit 213 and unit 307 not discarding pet waste bags.

Old Business

The Board addressed:

- **Exercise Room/equipment/floor cleaning:** Tabled.
- **Cleaning service:** James N. created a janitorial list of duties.
- **Dry rot repairs:** James N. reported that repair at units 360/361 will be carried out in conjunction with the exterior painting prep.
- **Pool fence:** County Health Dept. approval for design submitted currently under consideration, decision to be rendered by end of month (Sept.).
- **Pagoda lights:** Joe M. will continue to survey the property for damaged lights; Board previously approved repairing 15 pagoda lights.
- **Sauna heater:** Tabled
- **Exterior painting:** Affordable Painting will start project at end of month (Sept.).
- **Walkway repair:** Joe M. will mark sections needing repair or replacement.

No other Old Business

New Business

Items addressed:

- **Patio/Balcony storage:** Board discussed with regards to excessive patio/balcony storage, acceptability of carpeted patios; violation notices distributed; monthly Newsletter item to state: "*No excessive storage on patio and balcony*". Front door areas must be kept clear.
- **Board email discussions:** James N. reminded the Board that discussion of Board via email is prohibited.
- **Gutter cleaning:** Board discussed bids submitted by three roofing companies in comparison to current Merit Office Cleaning charge. No action taken.
- **Insurance:** James N. delivered copies of the insurance policies to the Board.
- **October Board Meeting agenda:** proposed Annual Budget; CPA review/audit and tax returns.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:37 pm.

The next Board meeting is scheduled for Thursday, October 11, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

October 11, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:01 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Jaime Escobedo, Christine Hall, Joe Mora, Craig Nicholson and Lisa Welch. Also in attendance: Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Owner in attendance: Mr. Arnulo Navarete (unit 340).

Mr. Navarete (340) discussed complaints about personal items near the front door to his unit. The Board reviewed acceptable front porch/entryway items with Mr. Navarrete. He will move them.

Meeting Minutes: The **September Board Meeting minutes** (9/13/12) were **approved** as presented.

Treasurer's Report:

	September '12	YTD
Total Income	68,885.00	632,102.32
Operating Expenditures	17,763.41	244,908.17
Reserve Expenditures	52,032.87	318,381.06
Total Expenditures	69,796.28	563,289.23
Transfer to Reserve	(49088.72)	(198,581.09)
Transfer from Reserve	50,000.00	130,399.00
Total in Savings	1,465,234.24	
Total Assets	1,494,236.94	

James N. reported Operating Expenses are approximately 17% below budget; also noted the Reserve expenditures were applied to siding repair work, preparation for exterior painting, roof repairs and new pool fence related items.

The September Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, back-flow valve at bldg. 7636 repaired, irrigation line at bldgs. 7602/7606 repaired, and the latest pagoda light repair survey. Board approved repairs to eight "tall" and 15 "small" pagoda light installations.

Old Business

The Board addressed:

- **Replacement front door:** Board approved replacement front door (Simpson model 7134) for unit 356 and established the following **new acceptable parameters** for

replacement front doors: 1) Door must have 4 panels; 2) Glass (frosted or clear) is allowed but must [be] in the top 25% of the door; 3) Size of the glass cannot be taller than 12"; 4) Door must be painted white on the outside. New door policy will be posted in the monthly newsletter.

- **Pool fence:** Replacement fence approved by S.B. County Health Dept., Board discussed details for new fence and **approved** bid by Premier Fence Co. for base price of \$5,870 with all options (security cover around gate handles \$125; replace post brackets \$75 each if needed; use redwood posts \$395).
- **Exercise Room equipment and maintenance:** Lisa W. reported the equipment was recently serviced by Mark's Fitness and recommended contracting Master Clean to routinely clean the floor (\$165/cleaning); Board **approved** subject to verification of license and insurance.
- **Cleaning service:** Board discussed a list of janitorial duties compiled by James N, two items added, two items removed, power-washing dumpster enclosure questioned. James N to review list with current service company (Merit Office Cleaning).
- **Dry rot repairs:** Sea View Constr. prepping buildings for exterior paint.
- **Exterior painting:** Painting began early October with 7610. Board discussed payment schedule, agreeing on payments to Affordable Painting when a building is done.
- **Walkway repair:** Joe M. will review for November meeting.
- **Rodent bait boxes:** Board **approved** extending program to the end of 2012.
- **Roof gutter cleaning:** Board **approved** routine cleaning by Merit.

New Business

Items addressed:

- **Exercise equipment:** Lisa W. reported the treadmill is out of warranty and may fail soon,
- **Entry directory replacement:** Board discussion including city approval, irrigation changes and new technology available.
- **Annual audit/taxes:** Board **approved** contracting Purdy and Co. for financial audit and tax preparation.
- **Annual Meeting:** January 10, 2013, at 6PM at Goleta Valley Com Center.
- **Liens:** Board **approved** recording a lien on unit 264 for delinquent association dues (\$1500).
- **Insurance:** James N. delivered copies of the umbrella insurance policy to the Board.
- **November Board Meeting agenda:** proposed Annual Budget (draft) review.

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:47 pm.

The next Board meeting is scheduled for Thursday, November 8, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

November 8, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:06 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Jaime Escobedo, Joe Mora, Craig Nicholson and Lisa Welch. (Board Member Christine Hall absent). Also in attendance: Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Meeting Minutes: The **October Board Meeting minutes** (10/11/12) were **approved** as presented.

Treasurer's Report:

	October '12	YTD
Total Income	70,244.00	702,346.32
Operating Expenditures	33,889.84	278,798.01
Reserve Expenditures	33,895.06	352,276.12
Total Expenditures	67,784.90	631,074.13
Transfer to Reserve	(2,459.10)	(201,040.19)
Transfer from Reserve	0.00	130,399.00
Total in Savings	1,468,098.98	
Total Assets	1,494,049.75	

James N. reported Operating Expenses are approximately 16% below budget; also noted the Reserve expenditures were applied to painting, siding repair work and preparation for exterior painting.

The October Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, recommended replacement for two trees, an apparent water leak at building 7636 and will present a bid for a drip irrigation system. Board approved tree replacement and installation of new shrubbery at pool fence (Joe M. abstained from both approval votes).

Old Business

Items addressed:

- **Pool fence:** Fence replacement by Premier Fence Co. due to be completed by 11/9/12; James N. will order the fence post caps.
- **Exercise Room maintenance:** Lisa W. to schedule Master Clean to clean Exercise Room floor (\$165/cleaning).
- **Cleaning service:** Board discussed a list of janitorial duties compiled by James N., and bids on the list from Merit Office Cleaning for two and three times a week cleaning; Lisa W. to ask Master Clean for bids on the same list.
- **Dry rot repairs:** Sea View Constr. prepping buildings for exterior paint.

- **Pagoda light repairs:** James N. reported the first group of lights repaired/upgraded; Board authorized the work on the second group.
- **Walkway repair:** Bids from Precision Concrete Cutting (\$7,532 for grinding trip hazards and \$3,190 for removal & replacement) **approved** by Board.
- **Rodent bait boxes:** Board discussed program that will end in December of 2012.

No other Old Business

New Business

Items addressed:

- **2013 Budget draft:** Board discussed proposed budget and **approved** budget as presented.
- **Entry directory replacement:** Board briefly discussed bids and options, **tabled** item.
- **Annual Homeowners Assoc. meeting:** Board noted scheduled meeting date and location (Jan. 10, 2013, at 6PM, at Goleta Valley Community Center).
- **Liens:** Board **approved** recording liens on units 121 and 215 for delinquent association dues.
- **Insurance:** James N. delivered copies of the earthquake insurance policy to the Board.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:38 pm.

The next Board meeting is scheduled for Thursday, December 13, 2012, 6:00 pm, at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe

Eucalyptus Grove Homeowners Association

Board of Directors Meeting

December 13, 2012

Minutes

(Subject to Board of Director's approval)

Board President, Craig Nicholson, called the meeting to order at 6:00 pm. The meeting was held at the Grove Homeowners Association Meeting Room, 7610 Hollister Ave., Goleta, CA.

Board members in attendance: Jaime Escobedo, Joe Mora, Craig Nicholson and Lisa Welch. (Board Member Christine Hall absent). Also in attendance: Mr. Lafranchie (unit 213), Don Van Buren (Consolidated Overhead Door), Bill Bold (Scribe), and James Nguyen (Bartlein and Company, Inc.)

Don Van Buren, from Consolidated Overhead Door delivered a presentation on the status of the current **entry gate system** and made recommendations for replacements/upgrades.

Meeting Minutes: The **November Board Meeting minutes** (11/08/12) were **approved** as presented.

Treasurer's Report:

	November '12	YTD
Total Income	69,346.51	771,692.83
Operating Expenditures	78,634.14	357,432.15
Reserve Expenditures	95,284.86	447,560.98
Total Expenditures	173,919.00	804,993.13
Transfer to Reserve	(427.51)	(201,467.70)
Transfer from Reserve	105,000.00	235,399.00
Total in Savings	1,363,851.77	
Total Assets	1,390,308.92	

James N. reported Operating Expenses are approximately 6% below budget; also noted the Reserve expenditures were applied to siding repair work and preparation for exterior painting.

The November Treasurer's Report was unanimously **accepted** as presented.

Joe Mora (Enviroscaping) reported routine **landscape maintenance**, recommended reported two trees were replaced, and the bid for landscape improvement and drip irrigation system conversion for 7610. The Board **approved** a bid for eucalyptus tree treatment and soil fertilization from Santa Barbara Pest Control (\$2,680), to be performed in late January 2013. Tabled the proposal for Bldg. 7610.

Old Business

Items addressed:

- **Pool fence:** Fence replacement by Premier Fence Co. was completed on 12/12/12; final completion details discussed.
- **Exercise Room cleaning:** Lisa W. updated the Board on the status of the

equipment and recommended steam cleaning the floor three times a year (\$150/cleaning).

- **Cleaning service:** Board discussed bids and service from Merit Office Cleaning and Master Clean; Board approved contracting Master Clean to clean pool area and machine the shower area tile grout.
- **Dry rot repairs:** Sea View Constr. continues prepping buildings for exterior paint.
- **Pagoda light repairs:** James N. reported the second group of lights repaired/upgraded; Board **approved** last group to be worked on by Mershon Electric.
- **Exterior painting:** James N. reported buildings 7606 and 7610 completed, bldg. 7620 to be worked next; approx. \$53,800 paid to Affordable Painting on the agreed \$240,240.
- **Walkway repair:** James N. reported the project by Precision Concrete to be completed on 12/14/12.
- **Rodent bait boxes:** Board discussed program, and **approved** extending the program that was scheduled to expire at the end of 2012.
- **Entrance Directory:** Jaime E. and Lisa W. volunteered for the committee.
- **Annual HOA Meeting:** on the schedule for Jan. 10, 2013, 6PM at the Goleta Valley Community Center; noted Christine H. and Joe M. Board terms ending.

No other Old Business

New Business

Items addressed:

- **Ants around Bldg 7630** discussed and Board took no action as each owner should deal with the ants on their own.
- **Patio Cover, unit 356:** Board discussed and **approved** second patio cover, similar to first cover, approved, Dec. 2010 (Lisa W. abstained from vote).
- **Christmas tree recycling:** Joe M. (Enviroscaping) reported two areas in parking lot designated collection areas; signs to be posted, trees to be ground up for mulch.

No other New Business

At this time, the Board convened in Executive Session.

The meeting was **adjourned** at 7:41 pm.

The next Board meeting is scheduled for Thursday, January 10, 2013, 6:00 pm, at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA.

Submitted by Bill Bold, Scribe